



Department of Justice
Canada

Ministère de la Justice
Canada

FOR SIGNATURE

NUMERO DU DOSSIER/FILE #: 2016-010318

COTE DE SECURITE/SECURITY CLASSIFICATION: Protected B

TITRE/TITLE: 2016-17 Public Opinion Research Annual Plan

SOMMAIRE EXÉCUTIF/EXECUTIVE SUMMARY

- Your approval is sought for the departmental 2016-17 Public Opinion Research Annual Plan.
- Each department is required to complete an annual public opinion research plan for the upcoming fiscal year and receive ministerial approval for the plan.
- A call letter was sent within the Department of Justice in March 2016 for input into the Annual Plan.
- The Annual Plan for 2016-17 has been reviewed by Public Services and Procurement Canada as well as the Privy Council Office and they have advised that this plan meets all requirements.
- It is recommended that you approve and sign the 2016-17 Public Opinion Research Annual Plan.

Approbation/signature de la ministre demandée pour le/Minister's signature/approval requested by:

May 20, 2016

Soumis par (secteur)/Submitted by (Sector):

Communications Branch

Responsable dans l'équipe du SM/Lead in the DM Team:

Stéphanie Poliquin

Revue dans l'ULM par/Edited in the MLU by:

Matt Ignatowicz

Soumis au CM/Submitted to MO: May 13, 2016



Department of Justice
Canada

Ministère de la Justice
Canada

Protected B
FOR SIGNATURE

2016-010318

MEMORANDUM FOR THE MINISTER

2016-17 Public Opinion Research Annual Plan

ISSUE

Your approval is sought on the departmental 2016-17 Public Opinion Research (POR) Annual Plan, which is attached at Annex 1.

BACKGROUND

As instructed by the Department of Public Services and Procurement Canada, a call letter was sent within the Department of Justice in March 2016 asking each division to indicate initiatives planned for the upcoming fiscal year (2016-17), using a provided template.

In accordance with the adopted procedures, the Annual Plan divides the initiatives into three categories:

- Contracted Public Opinion Research Projects for Approval.
- Significant Non-Contracted Public Opinion Research Projects for Approval.
- Public Opinion Research to be submitted to Minister/Head of Institution for Information.

POR in the Government of Canada is: the planned gathering of opinions, attitudes, perceptions, judgments, feelings, ideas, reactions, or views that are intended to be used for any government purpose, whether that information is collected from persons (including employees of government institutions), businesses, institutions, or other entities, irrespective of size or cost.

In general, POR projects that need ministerial approval include:

- all contracted research;
- research concerning litigation or legal issues;
- government or departmental priorities;
- issues sensitive to the Government or the Department;
- the development of new government policy, program, service, or initiative;
- issues of high public interest or sensitivity; and
- any other important or high risk issue.

POR projects for ministerial information only include:

- program evaluation with known stakeholders;
- joint POR when Justice is not the lead department; and
- anything else that the Minister needs to be aware of, such as an update on an ongoing project.

CONSIDERATIONS

The Communications Policy of the Government of Canada identifies mandatory requirements for planning and conducting POR activities, including ministerial approval for POR plans, project registration, and contracting through Public Services and Procurement Canada.

Each department is responsible for the timing of its own annual plan, although early in the new fiscal year is recommended for accumulating anticipated POR projects and receiving approval.

The attached Annual Plan for 2016-17 has been shared with the Public Opinion Research Division in Public Services and Procurement Canada as well as the Privy Council Office to advise them of the Department's planned POR activities this fiscal year.

If a POR project arises after the Annual Plan is approved, amendments to the Plan can be made through a second template, which will be used to seek your approval, if required, or a third template can be used to send a POR project to your office for information.

RECOMMENDATION

It is recommended that you approve and sign the 2016-17 Public Opinion Research Annual Plan, which is attached at Annex 1.

ANNEXES

Annex 1: Public Opinion Research Annual Plan

PREPARED BY

Darren Eke

Senior Communications Advisor

613-404-5364

ANNEX 1

- DISSEMINATION OF INFORMATION: Development of a system for the dissemination of information to the public and to the media, including the development of a press release, a media kit, and a website.

Hon. Jody Wilson-Raybould
Minister of Justice and Attorney General of Canada
613-992-4621
William F. Pentney, Q.C.

CCM # 2016-010318

Head of Communication Deputy Minister of Justice and Attorney General of Canada
613-957-4998
Tracie Noffle, Director General
Communications Branch, Justice Canada
613-957-9596
POR Coordinator Darren Eke, Senior Communications Advisor
613-404-5364

Recommended By:


Deputy Head of Institution

May 13, 2016
Date

Approved By:

Head of Institution

Date

CCM # 2016-010318

2) Significant Non-Contracted Public Opinion Research Projects for Approval

Department/Agency Name: Department of Justice Canada – Public Law and Legislative Services Sector

Fiscal Year: 2016-17

#	Project Title	Project Overview	Rationale & Intended Use of Research ¹	Target Audience	Proposed Methodology	Anticipated Timeline	Current Status	Resources/Partnerships (Please specify resources to be used eg., internal, other departments and/or partnerships)
1	Consultation for the update of the initiative to support access to justice in both official languages in Canada's next Action Plan on Official Languages (2018-2023)	Consulting with the minority language communities with regards to their priorities and needs for access to justice in both official languages through an online questionnaire available through the Internet.	<p>The initiative to support access to justice in both official languages is part of the Roadmap for Canada's official languages, a plan which ends in less than two years. The government's new Action Plan for Official Languages is planned for 2018. The department is responsible for consulting to determine its strategic objectives based on the needs of linguistic minority communities.</p> <p>The department is already working closely with justice-related organizations from these communities. There currently exists a gap in direct feedback from the stakeholders themselves. The results of the survey, therefore, require further significant and distinct information regarding their needs and positive measures which can be taken to improve access to justice.</p> <p>The results will also be compared, as appropriate, to the needs</p>	Public interested in developing programs or policies on access to justice or official languages, particularly representatives of official language minority communities.	Online survey	<p>Consultations on the next action plan on official languages will begin this spring and will continue through the year.</p> <p>Currently, the online survey is planned for fall 2016.</p>	Currently, no survey or direct consultation with the public being done. The Department works closely with community organizations that make up its Advisory Committee on Access to Justice in Both Official Languages. It also gauges the current views of the provinces and territories that are grouped within the	Due to the exploratory stage of the project, financial resource needs have yet to be confirmed. However, it has been determined that the cost should not exceed the threshold for the use of a procurement contract. The total cost will be determined at a later date.

CCM # 2016-010318

expressed by non-governmental
organizations in order to support
the claims of these groups for new
services.

FPT Working
Group on
Access to
Justice in
Both Official
Languages.

Total: TBD

Contact Information:

Head of Institution
Deputy Head of Institution
Head of Communication
POR Coordinator

Comments:

Recommended By:

Deputy Head of Institution

Date

Approved By:

Head of Institution

Date

CCM # 2016-010318

Department/Agency Name: Department of Justice Canada – Finance and Planning Branch

Fiscal Year: 2016-17

#	Project Title	Project Description	Information to be Collected	Target Audience	Project Methodology	Start Date	Status	Contract Type	Responsible Division(s)	Version Control (incl. RC)
1	Victims Fund Financial Assistance Surveys	Survey of victims of crime who have received financial assistance through the Justice Canada Victims Fund	Data collection to measure outcomes for the evaluation of the Federal Victims Strategy	Recipients of financial assistance	Paper survey	April 2016 – March 2017	Active	Non-contracted	<ul style="list-style-type: none"> Programs Branch Policy Centre for Victims Issues Evaluation Division 	N/A
2	Federal Victims Strategy Public Legal Education and Information Surveys	Survey of individuals that use public legal education and information products developed by Justice Canada or have participated in training/learning events	Data collection to measure outcomes for the evaluation of the Federal Victims Strategy	Individuals that have used public legal education and information products developed by Justice Canada, or who have participated in training/learning events	Online survey	April 2016 – March 2017	Active	Non-contracted	<ul style="list-style-type: none"> Policy Centre for Victims Issues Research and Statistics Division Evaluation Division 	N/A
3	Supporting Families Fund Surveys	Survey of participants of parent education programs and mediation services funded through the	Data collection to measure outcomes for the evaluation of the Family, Children and Youth Section	Participants of parent education programs and mediation services	Survey (paper and online option)	April 2016 – March 2017	Active	Non-contracted	<ul style="list-style-type: none"> Family, Children and Youth Section Research and Statistics Division Programs Branch Evaluation Division 	N/A

CCM # 2016-010318										
4	Supporting Families Fund Impact Survey	Justice Canada Supporting Families Fund Follow-up Survey of participants of parent education programs and mediation services funded through the Justice Canada Supporting Families Fund to measure impact of their participation	Data collection to measure outcomes for the evaluation of the Family, Children and Youth Section	Participants of parent education programs and mediation services	On-line survey	September 2016 – March 2017	Planned	Potentially contracted	<ul style="list-style-type: none">• Family, Children and Youth Section• Research and Statistics Division• Programs Branch• Evaluation Division	\$25,000
5	Family, Children and Youth Public Legal Education and Information Surveys	Survey of individuals that use public legal education and information products developed by Justice Canada or have participated in training/ learning events	Data collection to measure outcomes for the evaluation of the Family, Children and Youth section	Individuals that have used public legal education and information products developed by Justice Canada, or who have participated in training/ learning events	Online survey	April 2016 – March 2017	Active	Non-contracted	<ul style="list-style-type: none">• Family, Children and Youth Section• Research and Statistics Division• Evaluation Division• Communications Branch	N/A
6	Justice Partnership and Innovation Program Evaluation	Evaluation of the Justice Partnership and Innovation Program	Data collection to measure outcomes for the evaluation of the Justice Partnership and Innovation Program	Justice Partnership and Innovation Program stakeholders, including program managers,	Key informant and case study interviews and online survey of funding applicants	(Continued from 2015 – 16) April 2016 – December 2016	Planned	Contracted	<ul style="list-style-type: none">• Evaluation Division	\$60,000

CCM # 2016-010318

7	Legal Aid Program Evaluation	Evaluation of the Legal Aid Program	Data collection to measure outcomes for the evaluation of the Legal Aid Program	other Justice stakeholders, and funded community organizations and funding applicants Federal government public servants involved in the Legal Aid Program; provincial and territorial government public servants; case studies, interviews/surveys with applicants of legal aid	Key informant and case study interviews and other interviews/survey with applicants of legal aid	(Continued from 2015 - 16) April 2016 – October 2016	Active	Contracted	• Evaluation Division	\$75,000
8	Evaluation of the National Anti-Drug Strategy	Horizontal Evaluation of the National Anti-Drug Strategy	Data collection to measure outcomes for the evaluation	Federal government public servants involved in the National Anti-Drug Strategy; provincial and/or territorial government public servants, funding recipients	Interviews with noted groups	(Continued from 2015 – 16) June 2016 – September 2016	Active	Contracted	• Evaluation Division	\$70,000
9	Evaluation of Canada's Cyber Security Strategy	Horizontal Evaluation led by Public Safety of Canada's	Data collection to measure outcomes for the evaluation	Justice Canada representatives involved in Canada's Cyber	Justice Canada activities will include interviews with	(Delayed from 2015-16 as per Public	Active	Non-contracted	• Evaluation Division	N/A

CCM # 2016-010318										
		Cyber Security Strategy		Security Strategy	Justice Canada staff working in the program area	Safety's revised timeline)				
10	Aboriginal Justice Strategy Evaluation	Evaluation of the Aboriginal Justice Strategy	Data collection to measure outcomes for the Aboriginal Justice Strategy evaluation	Federal, provincial, territorial partners and stakeholders, Justice officials and funding recipients including clients	Survey, interviews and case studies	June 2016 (Continued from 2015 – 16-16) April 2016 – October 2016	Active	Contracted	<ul style="list-style-type: none">• Programs Branch• Evaluation Division	\$70,000
11	Evaluation of the National Action Plan to Combat Human Trafficking	Horizontal Evaluation led by Public Safety on the National Action Plan to Combat Human Trafficking	Data collection to measure outcomes for the evaluation	Justice Canada representatives involved in National Action Plan to Combat Human Trafficking	Interviews with Justice Canada staff working in the program area	April 2016 – March 2017	Planned	Non-contracted	<ul style="list-style-type: none">• Public Safety Canada• Evaluation Division	N/A
12	Evaluation of the Access to Justice in Both Official Languages Initiative	Evaluation of the Access to Justice in Both Official Languages Initiative	Data collection to measure outcomes for the evaluation	Stakeholders including program officials, other Justice stakeholders, official languages experts, and funded organizations	Interviews, case studies and a survey	April 2016 – August 2016	Planned	Contracted	<ul style="list-style-type: none">• Official Languages Directorate• Programs Branch• Evaluation Division	\$70,000
13	Evaluation of the Contraventions Act Program	Evaluation of the Contraventions Act Program	Data collection to measure outcomes for the evaluation	Program managers, provincial and municipal government stakeholders	Key informant interviews	April 2016 – June 2016	Planned	Contracted	<ul style="list-style-type: none">• Programs Branch• Evaluation Division	\$70,000

CCM # 2016-010318

				and enforcement authorities						
14	Evaluation of the Aboriginal Courtwork Program	Evaluation of the Aboriginal Courtwork Program	Data collection to measure the outcomes for the evaluation	Justice program officials, federal, provincial, territorial partners and stakeholders, service delivery agencies' officials, judicial and court officials, courtworkers, and clients	Interviews and surveys	September 2016 – May 2017	Planned	Contracted	<ul style="list-style-type: none"> • Programs Branch • Evaluation Division 	\$80,000
15	Evaluation of the Tax Law Services Portfolio	Evaluation of the Tax Law Services Portfolio	Data collection to measure the outcomes for the evaluation	Justice counsel and client department officials	Interviews and a survey of legal counsel	January 2017 – August 2017	Planned	TBD	<ul style="list-style-type: none"> • Tax Law Services Portfolio • Evaluation Division 	TBD
16	Evaluation of the Professional Development Program	Evaluation of the Professional Development Program	Data collection to measure the outcomes for the evaluation	Justice Canada staff	Interviews and an online survey of Justice Canada staff	June 2016 – March 2017	Planned	Non-contracted	<ul style="list-style-type: none"> • Professional Development Division • Evaluation Division 	N/A
17	Neutral Assessment of the Evaluation Function	Neutral Assessment of the Evaluation Function	Data collection to measure the outcomes for the neutral assessment	Justice Canada staff	Online survey of Justice Canada staff	April 2016 – March 2017	Planned	Non-contracted	<ul style="list-style-type: none"> • Evaluation Division 	N/A
18	Legal Services Client Feedback Survey	An online survey of all EX to EX minus 2s in the NCR and EX to EX minus 3s in the	The Department is committed to providing high quality legal services to support government.	All Federal Public Servants from the EX to EX minus 3 level who have used Justice	On-line satisfaction survey.	March 2016 – March 2019	Underway – Public Opinion Research approval for the survey cycle (2016 - 2019)	Non-contracted	Internal resources with methodological support from Statistics Canada via service	NA

				CCM # 2016-010318	
Regions in client departments in support of the Department's commitment to providing high quality legal services to government (TBS Policy on Service (7.3)	The Department has implemented the Client Feedback Survey as a standardized approach to obtaining client feedback on the accessibility/ responsiveness, usefulness, and timeliness of its legal services.	Canada legal services in the past year.	was received in January 2016	agreement	
	The Client Feedback Survey is intended to help the Department to incorporate client perceptions into decision-making about the delivery of legal services, to identify areas where service improvements may be needed, and to monitor, with clients, progress in meeting client needs and expectations over time.				
				Total:	\$520,000.00

¹ Include a clear statement of the need for undertaking the projects against criteria developed by the Treasury Board of Canada Secretariat.

CCM # 2016-010318

- Manner in which research is prescribed by legislative, policy, evaluation or litigation requirement
- Manner in which research supports government or departmental priorities
- Manner in which research findings will benefit Canadians
- Alternate approaches and information sources considered and reasons for their unsuitability
- Risks associated with information gathering and dissemination
- Risks associated with failure to secure information

² Budget estimates should represent maximum contract amounts for projects (including applicable taxes).